

City of Milpitas
Approved Minutes
Telecommunications Commission
September 18, 2006

I. Call to Order & Roll Call:

Telecommunications Commissioner Chair Albert Alcorn called the meeting to order.

Members Present: R. Shaw, D. Gupta, S. Bilgrami, V. Mathur, A. Alcorn, N. Gupta, I. Munir, S. Bansal

I.S. Staff: B. Marion, E. Pasion

City Council: A. Gomez

Members Absent: P. Peterson, W. Lam, A. Ettinger

II. Pledge of Allegiance:

The members recited the pledge of allegiance.

III. Announcements:

Chair Alcorn announced that Commissioner Aaron Ettinger had submitted a letter of resignation from the Telecommunications Commission effective immediately. The Chair expressed his thanks and gratitude for the term of service Commissioner Ettinger provided to the commission and the industry knowledge that helped in reviewing city telecommunications projects.

IV. Approval of the Agenda:

Agenda approved as submitted.

M/S N. Gupta / S. Bansal Ayes: 8

**V. Approval of the Minutes
August 21, 2006**

Minutes approved as submitted.

M/S N. Gupta / D. Gupta Ayes: 8

VI. Citizen's Forum

No public comments were made for the record.

VII. Continued-New Business:

1. Telecom Attendance Discussion.

The Chair requested discussion of the current attendance requirements for the Commission's meetings. Staff provided copies of all of the city commission bylaws for review and noted that the Planning Commission was the only commission that formally addressed attendance issues.

Staff drafted that following language for discussion as a possible consideration addition to the Telecom Commission Bylaws.

Section 12. Attendance. A total of “three consecutive” or “six total” unexcused attendances in a calendar year will warrant a formal notification and review of participation on the Commission.

Commissioner Shaw requested further clarity in the draft telecom bylaw language and additional discussion on the matter. Commission D. Gupta noted that draft language should incorporate the following changes. A total of “three consecutive” or “six total” unexcused *attendances in a calendar year will warrant a review resulting in a formal notification and continued participation on the Commission.*

Chair Alcorn noted he did not prefer absolute removal language in the bylaws rather have notification of action by the Commission prior to request of removal. Staff added that due diligence in contacting the member would need to happen prior to a formal request of removal. The final approval would go before the city council for acceptance for the change of the bylaws. Staff noted that formal notice would require notification to the mayor and city council. It would be then placed on a city council meeting agenda for final approval and acceptance.

Commissioner D. Gupta noted to change the following “unexcused *attendances in a calendar year (will may) warrant a review resulting in a formal notification and continued participation on the Commission.*”

The Commissioners asked of the other outstanding members who have not attended regularly. Staff noted that the school district representative has not attended recently; however, the telecom commission bylaws note in Section 2. Membership The Milpitas Telecommunications Commission is composed of nine regular members and two alternate members appointed by the Mayor and approved by the City Council. *In addition, the City Council may appoint a Council liaison. Commission membership may include representatives from the Milpitas Unified School District and the Milpitas business community.*

Chair Alcorn noted that staff would add the changes and review again at the commission meeting in October for final review before being submitted for city council review. He also added that staff contacts school district representative regarding participation on the commission.

Motion to approval the changes to the bylaws for final review and contact the school district representative.

M/S N. Gupta / R. Shaw Ayes: 8

2. PEG Studio Update Report.

Bill Marion, Information Services Director, provided a status report on the Milpitas public access studio at City Hall. A consent approval item for the purchase of audiovisual equipment for the public access studio had been placed on the city council agenda for the September 19 meeting. Staff is working with the city's purchasing department on this item and noted that one vendor responded with a qualifying bid for this project.

In the meantime, construction work on the Milpitas public access studio has continued. The city's fire marshal added new requirements for the addition of fire and alarm devices along with the relocation of the fire sprinkler equipment.

Chair Alcorn asked of the schedule of training for the commission members. Staff noted that commissioners training on the studio equipment would occur once staff has been properly trained on the equipment. That may happen by mid January 2007.

Mr. Marion added that the commissions report on the public access studio policy and procedures document would be on the October 3rd city council agenda for discussion. It will require the commission's participation at this meeting. A draft presentation was created for the commission review. Commissioner D. Gupta added that a note stating volunteers would be needed to help run the operations of the public access studio as it was initially reported to the city council. Additionally, the role and involvement of the telecommunications commission in the management and operation of the facility.

Chair Alcorn added that the commission should have the ability review and interview qualified local volunteers who would be responsible for the use and operation of the public access studio. Commissioner D. Gupta concurred with that aspect of the policy and procedures. The commission would be overseen by the telecom commission and operated by designated staff and local volunteers appointed by the commission.

Mr. Marion noted that the policy document is scheduled to go before the city council at its October 3rd meeting for discussion and review. Vice Chair N. Gupta noted that attendance of the commissioners and working group would be necessary for a successful support of the presentation.

Commissioner D. Gupta reiterated the need of volunteers from the telecom commissioners. The majority of the group agreed to volunteer to help in the use and operation of public access studio. The school districts involvement would also been needed in it participation on the future use of the public access studio. Chair Alcorn asked if the school district operates own television production equipment. Staff reported that school districts boardroom has ability to

televisе its meetings and if needed have the ability to create it own television content for cable television.

Motion to have the telecom commission and working group make presentation city council and review and submit changes to the presentation prior to the Oct 3rd meeting.

M/S N. Gupta / V. Mathur Ayes: 8

Motion to note receipt and file the report from city staff.

M/S N. Gupta / I. Munir Ayes: 8

3. August 2006 I.S. Month Report.

Mr. Marion provided a status report on the Earthlink wireless Internet network being deployed in the Milpitas community. Staff continues to work with Earthlink and Motorola in finding strategic locations for deployment of wireless communications nodes throughout the City. Earthlink has agreed to provide free limited wireless access at the city's teen center, community center, senior center and future public library. The city would have access for it public works and public safety departments.

Staff noted that 270 nodes have been deployed throughout Milpitas and more installations are in progress. Earthlink is still working on a pricing structure for future consumers to consider as well as public relations campaign.

Commissioner D. Gupta asked of the details of multiple users of the connection. Staff noted that Earthlink would work as a wholesaler and sell the use based on the costs and the providers offering the service to the consumer. Consumer will be able to work with AOL, SBC/AT&T and so on.

Motion to note to receipt and file.

M/S N. Gupta / V. Mathur Ayes: 8

4. Roundtable Discussion.

Chair Alcorn noted that cost of storage hard drives have dropped considerably and anticipates the trend to continue.

VIII. Adjournment of Meeting

The meeting was adjourned to the Commission's next meeting of Monday, October 16, 2006.

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